

Insight PA Cyber Charter School

Minutes of the Meeting of the Board of Trustees (the “Board”) of Insight PA Cyber Charter School (the “School”) via Blackboard Collaborate on February 26, 2018.

Public notice was given for this meeting in accordance with Section 1 of the Sunshine Act.

Trustees Present: Michael Adler, Maddi-Jane Sobel, Michele McKeone, Aviva Moore, and Lowell Thomas.

Trustees Absent: Kelly Vidovich and Diana K. Moninger.

Others Present: Eileen Cannistraci, *Chief Executive Officer*, Beth Jones, *Chief Financial Officer*, Shannon McElwain, *Executive Director*, Michael Frost, *Academic Director*, Mary Markert and other representatives of K12 Virtual Schools LLC (“K12”), and Anthony Guida Jr. of Duane Morris LLP.

Mr. Adler called the meeting to order at 7:04 p.m. and welcomed those present at the meeting.

Following a motion made and seconded, the members of the Board present at the meeting unanimously approved the minutes of the meeting of the Board held on January 22, 2018.

Ms. Cannistraci provided the Board with updates regarding the following:

- (i) an introduction of the School’s newly hired part-time Chief Financial Officer, Beth Jones;
- (ii) an update on the School’s Strategic Planning and Budget Planning; which are in the beginning phases and updates will be given in the March meeting of the Board;
- (iii) an update on the development of the School’s Career and Technical Education Program;
- (iv) The School’s enrollment to-date; and
- (v) the School’s hiring requirements, in which there are 2 School employee offers pending, 8 School positions needed, and 2 K12 positions needed.

Ms. Cannistraci, Mr. Frost, and Ms. Markert then provided the Board with updates regarding an overview of the Academic Program; the 2018-2019 Academic Calendar; and the updated Financial Report, including enrollment projections, financial summary, balance sheet, accounts payable aging, cash flow projections, top ten accounts receivable balances, and bills payable. Following discussions regarding the above and motions made and seconded, the Trustees of the Board present at the meeting unanimously approved the following resolutions:

RECOMMENDED MOTION: That the Board approve the appointment of Lowell Thomas to the Board of Trustees. (Attachment D)

| Member | Motion | Aye | No | Abstain | Absent |
|----------------------------|---------------|------------|-----------|----------------|---------------|
| Mr. Michael Adler, Pres | X | X | | | |
| Ms. Maddi-Jane Sobel, Sect | | X | | | |
| Ms. Kelly Vidovich | | | | | X |
| Ms. Diana K. Moninger | | | | | X |
| Ms. Michele McKeone | | X | | | |
| Ms. Aviva Moore | | X | | | |
| Mr. Lowell Thomas | | X | | | |

RECOMMENDED MOTION: That the Board accept and approve the Financial Report and Disbursements. (Attachment E)

| Member | Motion | Aye | No | Abstain | Absent |
|----------------------------|---------------|------------|-----------|----------------|---------------|
| Mr. Michael Adler, Pres | X | X | | | |
| Ms. Maddi-Jane Sobel, Sect | | X | | | |
| Ms. Kelly Vidovich | | | | | X |
| Ms. Diana K. Moninger | | | | | X |
| Ms. Michele McKeone | | X | | | |
| Ms. Aviva Moore | | X | | | |
| Mr. Lowell Thomas | | X | | | |

RECOMMENDED MOTION: That the Board approve the 2018-2019 Academic Calendar. (Attachement H)

| Member | Motion | Aye | No | Abstain | Absent |
|-------------------------------|---------------|------------|-----------|----------------|---------------|
| Mr. Michael Adler, Pres | X | X | | | |
| Ms. Maddi-Jane Sobel, Sect | | X | | | |
| Ms. Kelly Vidovich | | | | | X |
| Ms. Diana K. Moninger | | | | | X |
| Ms. Michele McKeone | | X | | | |
| Ms. Aviva Moore | | X | | | |
| Mr. Lowell Thomas | | X | | | |

There being no further business, Mr. Adler adjourned the public meeting at 7:50 p.m.

No executive session was held.

Respectfully submitted,

Angela Decker

Office Administrator, Insight PA Cyber Charter School